

I. List 3-5 Student Learning Outcomes for students enrolled in your program.

These should be broad overarching learning goals. They are bigger than objectives.

In the College of Marin Court Reporting Program learners develop an understanding of when and how to apply the court reporting process in the field.

II. Align the Program Level SLOs with the College Goals.

Briefly discuss how your program meets the goals of the college.

Court Reporting Program learners who complete the program will be able to pass the California Certified Shorthand Reporter licensing examination. This meets College Goal 2: Develop and maintain a supportive learning environment where individuals will be most likely to fulfill their personal and professional goals and expectations.

III. Assess the student success in your program.

How do you know students learned the core SLOs by the completion of curriculum/program. Include data to support these findings.

A Court Reporting learner must pass a 5-minute dictation test recorded stenographically and transcribe the stenographic notes into English within one hour, with a pass point of 95%+ in order to complete the course SLO, and may then register for the next higher level of skill. The Court Reporting Program Coordinator is required by the Court Reporters Board of California to record the date each skill level is passed by the learner. Final skill-based SLO: Learners will be able to stenographically record a 4-speaker, 10-minute excerpt from an actual court trial or deposition dictated at 200 words a minute and prepare a transcript from the stenographic record of the dictation within 3 hours, with a pass point of at least

IV. Document student success/achievement in the program.

Possible documentation materials might include Degrees, Awards, Transfer, Portfolios, Capstone Assignments, Success in Job Placement, etc.)

There is a shortage of court reporters, consequently, 100% of learners who pass the State Certified Shorthand Reporter licensing examination attain immediate work.

V. Note areas for future improvement.

Address needs of program like curricular innovation, resource allocation, upgrading facilities, technology, unit allocation, staffing, etc.

Student learning will improve if staff can be provided to monitor the Court Reporting Transcription Lab while students transcribe tests under supervision.